



Minutes

September 23, 2014

Project	Harford WASA Phase 2	From	John Cannon
Date/Time	September 11, 2014 / 1:30 PM	Tel	240-206-6814
Venue	Teleconference Call-In: 1-866-469-3239 Code: 255-64-553 #	GHD Job #	86/16609
Meeting Subject	TAG Progress Meeting No. 3		
Attendees	John Cannon (GHD) Joel Caudill (Harford County) Donna Geiger (Havre de Grace) Doug Miller (Aberdeen) Tim Whittie (Harford County) Seth Yoskowitz (GHD)	Copies to	Online Distribution All Attendees Steve Kline (Bel Air) Stephanie Noye (Harford County) Thor Young (GHD)

Minutes

Action

Introductions

Copies of the meeting agenda were distributed via email prior to the meeting.

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<p>Overview of progress since last meeting</p> <p>Since the previous meeting GHD has continued contact with the PSDs regarding information requests and scheduling meetings.</p> <p>Task 1: Initial meetings have been held with Aberdeen, Havre de Grace, and Harford County. A Bel Air meeting has not been scheduled pending a kick-off meeting with Bel Air. The Bel Air kickoff meeting has been proposed and is awaiting schedule confirmation by the Town.</p> <p>Task 2: Initial meetings have been held with all PSDs. Follow-up meetings will be scheduled at a later date according to the project schedule.</p> <p>Task 3: Initial meetings have been held with Aberdeen, Havre de Grace, and Harford County. A Bel Air meeting has not been scheduled pending a kick-off meeting with Bel Air. The Bel Air kickoff meeting has been proposed and is awaiting schedule confirmation by the Town.</p> <p>Task 4: Initial data requests to Aberdeen and Bel Air are pending response. Initial meetings for Harford County and Havre de Grace have been proposed but are not yet confirmed on schedules. Initial meeting dates for Aberdeen and Bel Air will be proposed upon receipt and review of requested information.</p> <p>Task 5: This task will be on hold pending results from the other tasks.</p>	All
<p>Project schedule update</p> <p>Currently the project is progressing on schedule in accordance with the milestone schedule developed in August. Continuing to schedule and hold meetings, particularly for Task 4, is critical to maintaining the current schedule. GHD will continue to track the scheduling of meetings and will update the schedule accordingly.</p>	GHD
<p>Open discussion</p> <p>No additional discussion items were raised at the meeting.</p>	
<p>Meeting conclusion</p> <p>The next progress meeting will be held on October 9, 2014 at 1:30 PM.</p>	All